

DD/S

100-19555-327

MEMORANDUM FOR: DDCI
SA/PC/LCI
DD/P
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SUBJECT: Briefing Sheets to Accompany Operational Programs

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REFERENCE: [REDACTED] Submission of Annual Programs to the
Project Review Committee, 18 October 1956

1. Referenced regulation reads, in part, as follows:

"3. Requirements for Program Submission

"a. Programs prepared for submission to the Project Review
Committee shall include:

* * * * *

"(6) Letter of transmittal explaining any major varia-
tion of cost or planned operation and carrying, as attachments,
briefing sheets (normally one page for each country and two or
three pages for the Area Division)."

2. The Office of DD/P-PC has prepared the attached draft,
dated 5 December 1955, as a proposed format for the briefing sheets
to accompany DD/P Programs forwarded to the PC for review. The
briefing sheet format was to be the subject of an oral presentation
at the meeting of 7 December 1955. Pursuant to the decision of the
Committee, the oral presentation was cancelled and coordination is
being effected by lateral distribution through this memorandum.


3. The briefing sheets prepared in response to this instruc-
tion, due to content, will be under a separate control from that of
the programs to which they apply. Distribution would be restricted
to the Deputy Director of Central Intelligence and the voting members
of the Project Review Committee. They will be returned to DD/P
after the PC presentation and review.

4. Your comments

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h. Your comments and/or concurrence are solicited, through this office, so that instructions for the preparation of the FY 1956 Operational Programs may be issued as soon as possible.

SIGNED


Recording Secretary
Project Review Committee

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Attachment (1)
Draft re briefing sheet
format

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